

~~CONFIDENTIAL~~

26 June 1951

MEMORANDUM FOR: Executive Secretary
National Estimates Board
✓ Administrative Officer, O/NE
Chief, Estimates Staff

FROM : John M. Maury

SUBJECT : Dissemination of All-Source Material Prepared
Within O/NE

1. As a result of conversations with O/GI, it has been agreed that O/GI will assume responsibility for the recording and delivery of any all-source material prepared within O/NE for dissemination outside of O/NE.

2. In the case of typescript material, the finished draft will be prepared in O/NE, at which time an extra copy will be made for retention by O/GI. An SIC number may be obtained by calling [] of O/GI, [] Delivery of the finished paper will be arranged by calling [] or Mr. [] of O/GI, [], who will have the papers called for, logged through O/GI, and delivered to the addressee. The extra copy will be retained for file by O/GI.

3. In the case of all-source papers which are to be dittoed, the ditto master will be prepared in the secure area of O/NE, and a list of addressees will be attached. The master and the list of addressees will be picked up by the O/GI courier, and O/GI will run off and deliver the copies. In this case, the necessary arrangements will be made by calling [] or Mr. [] of O/GI, []

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✓ JOHN M. MAURY

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